



CCACE Advisory Committee Meeting

Concord Carlisle
Adult & Community Education

500 Walden Street, Concord MA 01742
978-318-1432 | ace@concordps.org
www.concordcarlisleace.org

CCACE Advisory Committee Meeting

Zoom meeting

November 8, 2024 @ 12:00 pm

Present: Ed Bernard, Carlene Hempel, Anne Irza-Leggat, Kim Kossman, Polly Meyer, Alison Pray, Rita Raychaudhuri, Shelly Chin, Sara Wilson, Jill Weintraub

Absent: Paula Casey, Pam Hegarty, Julie Viola

- The meeting was called to order at 12:04 PM.
- A special congratulations was extended to Jill!

- The minutes from the previous meeting in September were approved following a motion by Polly Meyer, which was seconded by Kim Kossman.

- Stefanie's role in filling in has been commendable, leading to excellent participation in programs such as the Armchair Travel series and Village University. The collaboration of foreign language classes with neighboring towns has yielded positive results, prompting the decision to continue offering these classes online for the time being. The one-night creative classes have shown high interest, often resulting in waitlists, with many returning students. Although these in-person classes are not significant revenue drivers, they have proven to foster great participation and satisfaction.

- Walking groups have gained popularity, necessitating the addition of extra weeks, which are quickly filling up. New collaborations with Codman Community Farms have also drawn interest, with two-thirds of classes reaching waitlist status.

- However, Parent Education remains a challenging area. The group engaged in a discussion regarding strategies to effectively reach out to parents. Suggestions included:
 - Polly proposed the idea of recording and packaging programs for resale, suggesting that the months of January, February, and March may be more conducive for scheduling.
 - Rita highlighted the need for more advance notice for events.
 - Ed introduced the possibility of hosting encore presentations of programs.
 - Carlene noted that the two weeks surrounding Halloween and the election are particularly challenging, with fewer lectures scheduled during that time, suggesting this should be taken into account moving forward.

- Looking ahead, the group aims to build on their successes by introducing new art classes, continuing the language program, and organizing events such as the Concord Tour Guide Training and "Concord History in a Nutshell" on February 3. They also expressed enthusiasm for collaborations with Needham and Arlington, as well as the upcoming Joshua Frank program.

CCACE Advisory Committee Meeting

- Plans are in place for a successful program catalog launch following Thanksgiving, with discussions also touching on how to incorporate the Concord 250 celebrations or whether there is already sufficient activity planned.
- Shelly Chin joined the meeting.
- In other news, it was announced that Debbie will be retiring as the music program director after over 25 years of dedicated service.
- Jill is expected to return officially on December 9th.
- Lastly, Anne provided updates on the bookshop wrapping event scheduled for Saturday, December 14th. The following shifts were assigned:
 - Rita and Paula: 11 AM - 1 PM
 - Charlene and Alison: 1 PM - 3 PM
 - Polly and Ed: 3 PM - 5 PM

The next meeting is scheduled to take place in person on December 13th.

Meeting adjourned 12:58 pm.

The next meeting will be 12:00 December 13th on zoom

Minutes prepared by Sara Wilson.